



City and County of San Francisco
SHELTER MONITORING COMMITTEE

MEETING MINUTES

Wednesday, **October 20, 2021** | 10:00 AM
Via WebEx

Present: *Committee Member Gabriela Avalos* *Committee Member Cris Plunkett*
Committee Member David Harris *Committee Member Steven Clark*
Committee Member Lisa Rachowicz **Excused:** *Chair Jonathan Adler*
Committee Member Brian Edwards *Committee Member Tomiko Eya*
Committee Member Traci Watson **Absent:** *Vice Chair Diana Almanza*
Committee Member Bryce Dennis

All SMC meetings are public. Homeless and formerly homeless San Franciscans are encouraged to attend.
PUBLIC COMMENTS WILL BE TAKEN AFTER DISCUSSIONS & BEFORE VOTES/ACTIONS

CALL TO ORDER/ROLL CALL/AGENDA ADJUSTMENTS 5 min
Meeting began at 10:15 AM. There was a quorum.

I. MINUTES

SEPTEMBER 2021 MINUTES **DISCUSSION/ ACTION**
MEMBERS & STAFF 5 min
The Committee reviewed the Draft September 2021 Minutes
Explanatory document – Draft September 2021 SMC Minutes
No public comment
Proposed Action: Approve Minutes
M/S/C: Edwards/Avalos/Unanimous – September 2021 Minutes approved

II. NEW BUSINESS/REPORTS

DISCUSSION/ ACTION

A. PROPOSED LETTER REGARDING INTAKE CHANNELS

DISCUSSION/ ACTION
MEMBER EDWARDS 15 min

Committee Member Edwards and Eleana Binder (Glide) went over the proposed letter, which asks the mayor, et al. to reinstate a policy of self-referral for people experiencing homelessness.

No public comment

Proposed Action: Approve adding the SMC to the list of signatories.

M/S/C: Avalos/Edwards/7 Members voted in favor, 1 voted no

The Committee approved adding the SMC to the list of signatories.

B. POLICY SUBCOMMITTEE

DISCUSSION/ ACTION 15 min

SUBCOMMITTEE CHAIR AVALOS

Subcommittee Chair Avalos reviewed what was discussed in the 10/18/2021 meeting. There was a quorum. The motion to add a requirement to SOC #21 specifying that the availability of translation services be posted in all threshold languages was recommended to the SMC. It was agreed the subcommittee quorum should be redefined to be 50% of the members. There are currently six members; if three members are present, that will, starting at the subcommittee's next meeting, constitute a quorum. Roberts Rules generally allows boards and committees to set the proportion of members required for a quorum. Be this as it may, Members asked staff to run this by the City Attorney to assure that a 50% quorum is not out of the ordinary or likely to be called into question. Finally, the subcommittee recommended asking the Board of Supervisors to extend SMC's mandate by five years beyond the current 7/1/2022 sunset.

The Navigation Center Implementation Plan, along with customized SOC's for Navigation Centers was tabled. Members were generally in favor of asking for authority to inspect and monitor Navigation Centers; however, more discussion is required. Member Edwards asked whether it would be advisable to try to resolve remaining questions so that this change could be submitted to the BOS with the mandate extension and other changes. Staff opined that this would be ideal.

A public comment from the *SF Aging Advisory Council Ad Hoc Committee on Senior and Disabled Homelessness* alerted attendees to a *Master Plan for Aging* forum to be held 10/26/2021. (Recording available at <https://www.youtube.com/watch?v=kOhXqx7P6x0>.)

Explanatory documents – Revised SOC #21 draft, draft Navigation Center SOC's

No public comment

Proposed Action: Approve requesting legislation to extend SMC's mandate

M/S/C: Edwards/Avalos/Unanimous

Proposed Action: Approve requesting legislation to adjust SOC #21

M/S/C: Avalos/Harris/Unanimous

Proposed Action: Approve request to adjust the Policy Subcommittee quorum

M/S/C: Avalos/Plunkett/7 Members voted in favor, 1 against

The Committee approved adjusting the Policy Subcommittee quorum to 50% of membership, as well as asking for an extension of its mandate through 6/30/2027 and revision of SOC #21.

C. DEPT OF HOMELESSNESS AND SUPPORTIVE HOUSING

DISCUSSION

HSH 15 min

The Committee received an update from the Dept. of Homelessness and Supportive Housing. Some limits on new admissions still arise at sites when there are two or more positive COVID cases. Dolores Street reopening is awaiting update of the fire monitoring system.

Member comment: Member Edwards asked about shelters set aside for LGBT clients. There are none at present; however, Jazzie's Place, to reopen soon, fits this description.

No public comment

D. DEPARTMENT OF PUBLIC HEALTH

DISCUSSION

10 min

DPH STAFF

Still working to set up training for new Members. Dr. Borne indicates vaccinated Members should soon be able to visit shelters. All members are reminded to let the Chair and Staff know if they cannot attend a meeting.

No public comment

E. PROPOSED RESOLUTION REGARDING EQUITY

DISCUSSION

MEMBER PLUNKETT 10 min

Committee Member Plunkett asked for comments on a proposed resolution. Members were asked to offer any suggestions for revision and consideration at the next meeting.

Explanatory document – Draft Equity Resolution

Member comment: Member Edwards said “the equity lens needs to be baked into everything.” And suggested taking the document to the Latino Commission, which does great work.

No public comment

III. PUBLIC COMMENT

DISCUSSION

5 min

Members of the public may address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee for up to three minutes. With respect to an action item [denoted by “Proposed Action” after the agenda item] on the agenda, members of the public may address the Committee for up to two minutes at the time such item is called. With respect to a discussion item [denoted by “Discussion”] on the agenda, members of the public may address the Committee for up to one minute at the time such item is called. Members of the public may only speak once per agenda item. Those who comment may submit a written summary (up to 150 words) of their remarks to assist in the compilation of the meeting minutes.

Member comment: Member Avalos asked staff to provide supporting documents by email prior to meetings. (Staff will send a link to the supporting documents, which are posted and available to the public on the [SMC website](#), prior to meetings, if this is acceptable.)

No public comment

ADJOURNMENT

This item requires a motion, a second, and to be carried.

Proposed Action: Approve adjournment

M/S/C: Watson/ Dennis /Unanimous

To obtain copies of the agenda, minutes, or any explanatory documents, please contact Robert Hill at robert.hill@sfdph.org.

The ringing of and use of cell phones, pagers, and similar sound producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager or other similar sound-producing electronic devices. In order to assist the City’s efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees maybe sensitive to various chemical based scented projects. Please help the City to accommodate these individuals.

Know Your Rights under the Sunshine Ordinance (Chapter 67 San Francisco Administrative Code) Government’s duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people’s review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE THIS ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE:**

Administrator
Sunshine Ordinance Task Force
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689
Phone 415.554.7724

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E-mail sotf@sfgov.org

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's website at www.sfgov.org.

Lobbyist Registration and Reporting Requirements

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